

Planning Related Advice Professional Services (PRAPS) Framework				
PART 1: REQUEST FOR PROPOSAL				
Contract Title: General ornithology training for the team.				
Contract Manager Name:	Redacted under FOIA Section 40 Personal Information			
Framework Reference Number:				
Atamis Number	N/A	Defra Group Commercial Contact	N/A	
Date: 01/07/2025				
Contract Start Date		22/09/2025		
Contract Completion Date		28/11/2025		
Procurement Route:		Direct Award	☐	Mini-competition ☒
Proposal return date:		29/08/2025		
Clarification Question Date:		15/08/2025		

Evaluation Criteria			
Suppliers: Failure to meet any minimum score threshold stated will result in the bid being removed from the process with no further evaluation regardless of other technical or price scores.			
Technical Weighting			60%
Price Weighting			40%
Quality sub-criteria weightings		Threshold	Technical Weightings:
1. Approach & Methodology	Clearly set out the proposed approach and methodology for delivering the contract,	70	30%

	include justification on suitability. • Demonstrate understanding of what Natural England is trying to achieve through the contract.		
2. Proposed Staff (including CVs) and Supplier's experience/accreditations	• Demonstrate previous experience of carrying out the work specified. • Demonstrate that staff selected for the work have the appropriate skills and experience. • Confirm the availability of staff put forward. • CVs of key staff can be included as attachments, maximum of 2 A4 pages, font size 11.	70	30%
3. Project Management, Ability to Deliver	• Provide a project timeline including contingency. • Demonstrate quality assurance measures.	50	20%
4. Risk	• Include specific risks involved	50	10%
5. Health & Safety (if no working at height or near water, mark as 'N/A' and re-distribute %)		50	5%
6. Sustainability (if no travel etc. mark as 'N/A' and re-distribute %)		50	5%

Specification Summary
1. Description of work required – overall purpose & scope (including reporting requirements)
The contract is seeking training to inform Natural England's response letters to Town and Country Planning Applications and Nationally Significant Infrastructure Projects which may have impacts upon ornithological (bird) features of statutory designated sites (including European sites and nationally designated sites). We anticipate that the training will be delivered to a group of between 10 to 20 people. The training should include a focus on the life histories and pressures/risks/threats on key bird species (described as 'target species' from hereon in) that are features of designated sites within Yorkshire and northern Lincolnshire, including the Humber Estuary SSSI/SPA/Ramsar, the Lower Derwent Valley SPA/Ramsar/SSSI, and the South Pennine Moors Phase 2

SPA/South Pennine Moors SSSI.

The scope of the training should cover the following elements:

- An ornithological overview of our target species. The overview should include detailed information on overall life histories (anatomy, reproductive development/behaviours, and lifespan), ecologies (including preferred habitats, diets/foraging behaviours, and migratory behaviors/patterns), and discussion around national and international conservation statuses and threats. Our target species for the training are as follows:
 - Waders
 - Black-tailed godwit, *Limosa limosa islandica*
 - Curlew, *Numenius arquata*
 - Golden plover, *Pluvialis apricaria*
 - Lapwing, *Vanellus vanellus*
 - Other waterbirds (ducks, geese and swans)
 - Pink-footed goose, *Anser brachyrhynchus*
 - Shelduck, *Tadorna tadorna*
 - Teal, *Anas crecca*
 - Raptors
 - Hen harrier, *Circus cyaneus*
 - Marsh Harrier, *Circus aeruginosus*
 - Merlin, *Falco columbarius*
- An overview of impacts on our target species (or groups of species, e.g. raptors, waders, waterbirds) that can result from terrestrial development pressures. This should include an overview of how these impacts affect life histories and ecologies as detailed above, in the context of designated site conservation objectives. The impact pathways we wish to focus on are as follows:
 - Habitat loss/damage - This includes both within a designated site, and for supporting habitat/functionally linked land, covering both temporary and permanent habitat impacts.
 - Disturbance – Impacts of changes in noise, visual and recreational pressures as a result of development.
 - Pollution – To the supporting habitats for our target species (via. air or water).
- Understanding of which species/groups are most vulnerable to the key impacts above that may arise from development, and why. How/when/why these effects are likely to influence their conservation status at the following levels: local, national, and international.
- Understanding/overview of mitigation approaches for the impacts outlined above, including standard best practice approaches and examples of bespoke mitigation schemes.

The contractor will be asked to deliver in-person/classroom training on the topics listed above,

with the inclusion of time allocated for questions. We anticipate the training to contain approximately 3-4hrs of material. The training should also be accompanied by follow-up training notes, questions and answers provided during the training should be recorded and provided with the training notes and a copy of the final presentation.

The classroom training aspect will be delivered at one of the following two locations, depending on their availability. We will confirm the exact location once a date for the training has been agreed.

1- Lower Derwent Valley NNR Base, Wheldrake, York, YO19 6FE
or

2- Natural England, Foss House, Kings Pool, 1-2 Peasholme Green, York YO1 7PX

We also wish the training to include a site/field visit which will be led by the relevant Natural England senior staff members, in tandem with the contractor. We would consider the preferred location to be a site at the Humber Estuary (to be determined at a later date). Our preference is that this will be in addition to the classroom training as outlined above, and we anticipate this would comprise approximately 3-4 hours of site/field visit. We consider that the field aspect will be key to strengthen/enhance classroom learning.

We anticipate there will be a requirement for a bespoke presentation, and therefore we expect a draft version of the presentation to be shared with Natural England for amendments prior to the presentation delivery.

Presentation development meetings can be arranged between Natural England and the contractor to further clarify what is required in the training.

2. Required skills / experience from the Supplier and staff. Include any essential qualifications or accreditations required to undertake the work.

One or more staff members allocated to deliver the training should be at least Senior level in the organisation. We would require a member of staff with appropriate experience in assessing impacts on ornithological features of designated sites for a range of development types (including contribution to Habitats Regulations Assessments), alongside experience in the development of mitigation approaches for a variety of impacts.

We would anticipate qualifications to be held in Ornithology (and/or Ecology), alongside experience of delivering high quality training.

3. Proposed program of work and payment table (Detailing specific tasks, key milestones, deliverables & completion date where appropriate)

Please provide details of the project timeline and how you will deliver the work to the required standard, including management and quality control.

Task no.	Task and deliverable	Completion date	Payment Schedule (%)
1	Initial meeting to further scope the requirements of the	w/c 22 nd September 2025	0%

	training.		
2	Design of the presentation, including provision of the draft for NE to review. Time should be allowed to make any amendments following NE's feedback	w/c 13 th October 2025	30%
3	Delivery of the classroom training in person and site visit. Following the meeting presentation notes should be shared with the attendees, along with a copy of the final presentation. Questions and answers provided during the training should be recorded and provided with the other notes.	w/c 4 th November to 28 th November 2025	70%
3			
4			
5			
6			
7			
8			
9			
10			

4. Risk

Note: This section is to be used to detail any risks relevant to the project i.e. Programme deliverable dates, data, consultees etc.

5. Health and Safety Requirements

Note: Only include if the work involves site visits. Do not request RAMS or similar risk assessments are returned with submissions. These should only be requested at contract award.

The field visit will be take place in the winter and will likely take within an estuarine environment.

6. Sustainability Considerations (Only use if the work requires travel)

Consideration of the sustainability of travel methods will be undertaken and people will be encouraged to use public transport and if that isn't possible to share lifts.

Planning Related Advice Professional Services (PRAPS) Framework

PART 2: PROPOSAL & QUOTE

To be completed by the Supplier

Note: Your proposal must not exceed 6 sides of A4 plus the Costs Proposal in Section 4 (unless indicated above). Attachments must not be included unless requested except for a programme diagram and full cost schedule if you consider these would support your proposal.

Do not make or append Caveats and Assumptions in your proposal – any points of uncertainty must be raised as a clarification point prior to submitting the proposal. Where assumptions are to be made, these will be stated by the Authority's Project Manager.

Redacted under FOIA Section 43 Commercial Information

Redacted under FOIA Section 43 Commercial Information

Overall Costs (excluding VAT)	£12,937.53
Overall Costs (including VAT)	£15,525.04

By signing this form (*TEP The Environment Partnership Ltd*) agree to provide the services stated above for the cost set out in your Cost Proposal and in accordance with the Planning Related Advice Professional Services (PRAPS) Framework – Call-Off Contract.

Supplier Project Manager:

Signature:

Date:

Redacted under FOIA Section 40 Personal Information

Planning Related Advice Professional Services (PRAPS) Framework	
PART 3: AGREEMENT	
To be completed by Framework Manager and Authority Contract Manager	
Approved by Framework Manager:	Redacted under FOIA Section 40 Personal Information
Contract Award Date:	12/09/2025
Agreed by Supplier:	Redacted under FOIA Section 40 Personal Information
	Date: 15/09/2025
Approved by Contract Manager:	Redacted under FOIA Section 40 Personal Information
	Date: 18/09/2025
Terms and Conditions	All call off contracts under the PRAPS Framework are subject to the terms and conditions agreed at framework award.
You must have a purchase order number from Natural England before you start any work in connection with this proposal.	

Planning Related Advice Professional Services (PRAPS) Framework

PART 4

Change Control Schedule

Notes

To be completed by Contracting Authority Project Manager

Any extensions, price changes or amendments to existing orders need to be discussed with the Framework Manager before being agreed with the Contractor. Please remember to amend your Purchase Order in SOP if necessary.

The table below should be used to record and authorise the agreed changes throughout the project. A Change Control Notice (CCN) should be completed for substantial changes to the project and a summary provided in the table below.

Send a copy of the revised Project Form and CCN (if used) to the Contractor once the change has been agreed and approved. A copy should also be sent to your Commercial Lead if a Atamis reference has been provided.

10. Change Control

All amendments to project scope, timetable or costs must be submitted to and approved by the Contracting Authority PM prior to implementing the change.

Change Details	CCN Ref. (if applicable)	Revised completion date (if applicable)	Revised Project Cost (if applicable)	Approved by (Framework Manager / Date)